

[SAY] For the written-response question:

Write your response on the lines in your **Answer Document**. If you erase, be sure to erase completely. Answer the question as completely as you can.

You may **NOT** use any resource materials (such as dictionaries, grammar books, or spelling books) for this test. Once you have reached the word **STOP** in your test booklet, do **NOT** go on to the next page. If you finish early, you may go back and check your work in Part 2 of the test **ONLY**. Check to make sure that you have answered every question. Do **NOT** look at any other part of the test.

This is the end of the directions contained in the student test booklet. Continue with,

[SAY] If you do not understand any of these directions, please raise your hand.

Answer any questions the students have regarding the directions.

[SAY] You may turn the page and begin.

When all or most of the students have completed this part,

[SAY] We are going to stop now. If you have not finished this part of the test, arrangements will be made for you to continue working either in this room or in another room.

Please put all test materials down, and close your test booklets. Remain quietly in your seats until all materials are collected.

Collect all materials from each student individually. Do not have students pass materials to the end of a row or aisle. Students may not be dismissed until it is verified that all test materials have been returned.

Test booklets (including accommodated versions) are secure materials that must be carefully monitored. They must be kept in **locked** storage while in classrooms and schools.

When all sections of the test have been administered, follow the instructions provided by your school MEAP coordinator for returning materials to the school's designated secure area.

Students using accommodated versions of the test have until the end of the test window to complete their test. (See the **IMPORTANT MEAP DATES** table on page iii of this manual.)

Students who did not take this test on the initial test date may take the test on scheduled makeup test dates. (See the **IMPORTANT MEAP DATES** table.)